



DEVELOPMENT SERVICES DEPARTMENT

Building (954-797-1111)

Engineering (954-797-1113)

Planning & Zoning (954-797-1103)

TOWN OF DAVIE 6591 ORANGE DRIVE, DAVIE, FLORIDA 33314-3399 (954) 797-1000

DETACHED GARAGE CHECKLIST

Required

- _____ Property Tax Folio Number (On Tax Notice or Receipt)
- _____ **Zoning** Condominium/ Homeowners Association Approval Letter (Letter must state the Association is aware of the intended Improvement
(1 Sealed Survey (Original) and 2 Copies No older than 2 years without survey affidavit if there are no changes to property since date on survey)
(2 Location/ Plot Plan (Showing all intended **set backs** from property line and other existing structures)
Surveys must show all easements and encumbrances
- _____ **Engineering** Provide drainage cross sections from top of slab to property line. Include all demensions, elevations and slopes. Show all views (front, right, left rear)
Swale- Provide drainage cross section throughout swale area
- _____ **Structural** (Truss plans\Shop Drawings (2 Complete sets, signed and sealed by eng ., reviewed and signed by arch\Eng. of record)
(Product Approvals 2 complete sets, reviewd and signed by Arch\eng of record.)
(Complete HVHZ Roofing application with notarized signature of contractor.)
(Letters of retention from insp. Firm that will be inspecting Eng. Unit Masonry and providing supervision of truss placement.)
(Soil Compaction Letter) Including bearing compacity
(2 complete sets, sealed by architect/ engineer)
Product approval/truss/shopdrawings/roofing applications maybe submitted at a later date, however this will result in an additional fee
- _____ **Electrical Plans** (2 complete sets, sealed by Architect/ Struct Engineer) - if applicable
- _____ Department of Planning and Environmental Protection (Stamped on each set of plans
*bring in all forms they return)
- _____ Drainage District: if applicable - (Drainage/Lake Maintenance Easement)
(Required only if structure is in easement) (Stamped on slab Location Plan)
- _____ Central Broward Water Control District
- _____ South Broward Drainage District Approval
- _____ Tindall Hammock Approval
- _____ Completed Building Permit Applications
- _____ Notarized Signature on Applications
- _____ Contractors- A Copy of all application licenses (Competency & Occupational)
original insurance certificates for Workman's Comp and General Liability
- _____ Disclosure Statement - if submitted as on owner / builder application.
- _____ Plan Check Fee in the amount of \$30.00 at time of submitting application.